



# PUBLIC NOTICE

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## MEDIA BUREAU IMPLEMENTS MANDATORY ELECTRONIC FILING OF FCC FORMS 320, 322, 324, AND 325 VIA COALS

The Media Bureau announces mandatory electronic filing via the Cable Operations and Licensing System (COALS) for the following FCC Forms:

- **FCC FORM 320**, Basic Signal Leakage Report,
- **FCC FORM 322**, Cable Community Registration,
- **FCC FORM 324**, Operator, Mail Address, and Operational Information Changes,
- **FCC FORM 325**, Annual Report of Cable Television Systems

Mandatory electronic filing will commence on February 1, 2005. Paper versions of these forms will not be accepted for filing after January 31, 2005, unless accompanied by a request for waiver of the electronic filing requirement. Users can access the electronic filing system for these forms via the Internet from the Commission's Web Site at [www.FCC.gov/coals](http://www.FCC.gov/coals).

When the Commission implemented COALS, it provided that electronic filing would be mandatory six months after the Commission announced that the software for its filing was available. *See* 68 Fed. Reg. 26997, 26998 (2003). *See also* 47 C.F.R. § 1.1705(b). The Commission recognized the need for limited waivers of this requirement and stated that it would consider waivers where filers can show that electronic filing would work a hardship on them. However, such waivers will not be routinely granted and the applicant must plead with particularity the facts and circumstances warranting relief.

Instructions for use of the COALS and assistance are available from <http://www.fcc.gov/coals> under "download instructions."

Internet access to the COALS public access system at the Commission's Web Site requires a user to have a browser such as Netscape version 3.04 or Internet Explorer version 3.51, or later. For technical assistance using the system or to report problems, please contact the Media Bureau, Engineering Division at (202) 418-7000 or [COALS\\_help@fcc.gov](mailto:COALS_help@fcc.gov).